

1 THE REGULAR MEETING  
2 OF THE  
3 BOARD OF DIRECTORS  
4 TRABUCO CANYON WATER DISTRICT  
5 FEBRUARY 17, 2010  
6

7 The Regular Meeting of the Board of Directors of the Trabuco Canyon  
8 Water District (TCWD) was called to order by President Mike Safranski at 7:00  
9 p.m. at Trabuco Canyon Water District's office located at 32003 Dove Canyon  
10 Drive, Trabuco Canyon, CA. Teresa Teichman, Assistant to the General Manager,  
11 recorded and transcribed the minutes thereof.

12 **DIRECTORS PRESENT**

13 Mike Safranski, President  
14 Ed Mandich, Vice President  
15 Matt Disston  
16 Jim Haselton  
17 Glenn Acosta

18 **STAFF PRESENT**

19 Don Chadd, General Manager  
20 Hector Ruiz, District Engineer  
21 Teresa Teichman, Assistant to the General Manager  
22 Michael Perea, Special Projects Manager  
23 Rob Anslow, Legal Council

24 **PUBLIC PRESENT**

25 No members of the public were present.

26 **PLEDGE OF ALLEGIANCE**

27 Director Disston led the Board and staff in the pledge of allegiance.

28 **PUBLIC COMMENTS**

There were no public comments.

**ORAL COMMUNICATION**

There were no comments.

**DIRECTOR'S COMMENTS**

1 Director Acosta recognized the retirement of Sharon Smith, Board  
2 Secretary/Treasurer.

3 President Safranski discussed the upcoming ACWA-JPIA Board  
4 recommendations and all Directors agreed President Safranski, using his best  
5 judgement, will act as delegate on behalf of the TCWD Board for  
6 recommendations.

7 Director Disston provided a status update on SOCWA upcoming budget  
8 process.

9 **REPORT FROM THE GENERAL MANAGER**

10 Mr. Don Chadd, General Manager, discussed the informational materials  
11 staff had prepared as handouts for District customers in regard to the Water  
12 Reliability and Emergency Storage (WRES) fees which became effective January  
13 2010.

14 Mr. Chadd discussed criteria for waiver application for those customers  
15 who have a 2-inch meter and are interested in downsizing the size of their  
16 meter. Criteria for doing so will include verification from the regulatory  
17 agency that a 2-inch meter is not required and the customer will also need to  
18 demonstrate they have stayed within or below the fourth billing tier for  
19 twelve consecutive months.

20 Mr. Chadd advised TCWD will decline the group RFP for MWDOC's Urban  
21 Water Management Plan (UWMP) and will prepare the UWMP in house to reduce  
22 costs.

23 **DIRECTOR RECOGNITION**

24 President Safranski recognized previous Board President Matt Disston and  
25 thanked him for the personal time he has given to the District, his detail and  
26 representation on MWDOC issues over the years, and his ability to have  
27 represented the District in an exemplary manner.

1 Director Acosta recognized Matt Disston and stated he has performed a  
2 superb job in representing TCWD to MWDOC.

3 Director Haselton recognized Matt Disston and acknowledged his ability  
4 to represent each one of his fellow Board Members throughout his term as Board  
5 President and acknowledged the positive exposure and elevated level of respect  
6 provided to our District through Director Disston's efforts.

7 Director Mandich recognized Matt Disston and reiterated the above  
8 comments adding that Matt Disston is well know in a positive light throughout  
9 the community.

10 Director Disston was presented a framed certificate of recognition for  
11 his services on behalf of the entire Board.

12 **ITEMS TOO LATE TO BE AGENDIZED**

13 Mr. Chadd noted that an item arose after the posting of the agenda and  
14 the need exists to hear the items prior to the next regularly scheduled  
15 Board Meeting.

16 MOTION: A motion was made by Director Disston and seconded by  
17 Director Haselton finding that an item relating to the  
18 retirement of Board Secretary/Treasurer arose after the  
posting of the agenda and that action must be taken prior to  
the March 17, 2010 Regular Board Meeting. The item will be  
agendized as Item No. 10. The motion carried 5-0.

19 **CONSENT CALENDAR**

20 President Safranski announced that all matters under the Consent  
21 Calendar would be approved by one motion unless a Board Member requests a  
22 separate action on a specific item.

23 MOTION: A motion was made by Director Disston and seconded by  
24 Director Haselton to approve the Consent Calendar, Item Nos.  
25 1A through 1F, as presented. The motion carried 5-0.

26 **ACTION CALENDAR**

27 President Safranski stated that the General Manager and staff had  
28 reviewed all matters under the Action Calendar prior to the Board's

consideration.

**ADMINISTRATIVE MATTERS**

**1G. CONSIDERATION AND POSSIBLE ACTION RELATING TO ADOPTION OF A RESOLUTION APPOINTING A DISTRICT SECRETARY**

As a result of the retirement of the current District Secretary, Discussion occurred and the Board concurred Mr. Rob Anslow, District Legal Council will act as District Secretary.

RESOLUTION: A motion was made by Director Disston and seconded by Director Haselton to adopt Resolution No.2010-1122 which is entitled, "Resolution of the Board of Directors of the Trabuco Canyon Water District appointing secretary." The motion carried as follows:

AYES: Safranski, Mandich, Disston, Haselton, Acosta  
NOES: None

**ITEM NO. 1H. CONSIDERATION AND POSSIBLE ACTION RELATING TO ADOPTION OF A RESOLUTION APPOINTING A DISTRICT ASSISTANT SECRETARY**

As a result of the retirement of the current Board Secretary, Discussion occurred and the Board concurred Mrs. Teresa Teichman, Assistant to the General Manager will act as Assistant District Secretary.

RESOLUTION: A motion was made by Director Disston and seconded by Director Acosta to adopt Resolution No.2010-1123 which is entitled, "Resolution of the Board of Directors of the Trabuco Canyon Water District confirming appointment of Assistant Secretary." The motion carried as follows:

AYES: Safranski, Mandich, Disston, Haselton, Acosta  
NOES: None

**ITEM NO. 1I. CONSIDERATION AND POSSIBLE ACTION RELATING TO ADOPTING A RESOLUTION APPOINTING A DISTRICT TREASURER**

As a result of the retirement of the current District Treasurer, Discussion occurred and the Board concurred Mr. Carl Schoonover, of Schoonover Accountancy will act as Board Treasurer.

RESOLUTION: A motion was made by Director Disston and seconded by Director Mandich to adopt Resolution No.2010-1124 which is entitled, "Resolution of the Board of Directors of the Trabuco Canyon Water District appointing a new Treasurer." The motion carried as follows:

AYES: Safranski, Mandich, Disston, Haselton, Acosta  
NOES: None

**ITEM NO. 1J. CONSIDERATION OF REQUEST OF COUNTY OF ORANGE TO CANCEL WATER STANDBY CHARGE, ASSESSOR'S PARCEL NO. 790-021-55**

1 Mr. Chadd briefly reviewed this matter and requested the Board move  
2 staff to investigate the status of this parcel and if confirmed dedicated open  
3 space, recommends exempting this parcel from the standby charge.

4 MOTION: A motion was made by Director Disston and seconded by  
5 Director Haselton to go with staff recommendation The  
6 motion carried 5-0.

7 **ITEM NO. 1K. STATUS UPDATE RELATING TO WATER MONITORING AND WATER**  
8 **CONSERVATION EFFORTS**

9 Mr. Chadd discussed the year-to-date water allocation tables provided by  
10 the Municipal Water District of Orange County (MWDOC) and reviewed the  
11 Directors personal water consumption data. Mr. Chadd noted each Director  
12 consistently stays below the district water consumption average.

13 **ENGINEERING MATTERS**

14 **ITEM NO. 1L. STATUS UPDATE AND POSSIBLE ACTION(S) RELATING TO ROSE CANYON**  
15 **AND LANG WELLS GROUNDWATER TREATMENT FACILITIES**

16 Mr. Ruiz provided a status update related to the project, noting that  
17 the biological pre-construction survey came back clear. Mr. Ruiz stated  
18 grading should begin at the site this week

19 The Board received and filed the status update.

20 **ITEM NO. 1M. STATUS UPDATE AND POSSIBLE ACTION RELATING TO BAKER WATER**  
21 **TREATMENT FACILITY**

22 Mr. Ruiz advised the Baker Committee met on February 11, 2010. The  
23 consultant will complete the pre-design by the end of February which includes  
24 the forebay and TCWD pump station.

25 Mr. Ruiz reported Irvine Ranch Water District staff is looking into  
26 grant funding opportunities for the project

27 The Board received and filed the status update.

28 **LEGISLATIVE MATTERS**

**ITEM NO. 1N. REVIEW OF LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL**  
**ITEMS**

Mr. Chadd discussed a recent meeting which he and Director Disston  
attended with representatives from the south county water agencies and south  
county cities relating to the MWDOC issues.

Director Disston noted the nine agencies and their respective Boards and Council Members are united on the issues.

- END ACTION CALENDAR

**ITEMS TOO LATE TO BE AGENDIZED**

**ITEM NO. 10 RECOGNITION OF RETIREMENT OF DISTRICT SECRETARY/TREASURER**

Mr. Chadd recognized Ms. Sharon E. Smith, in her absence, for the 23 years of service she has provided to the District. Discussion occurred with the Director's in regard to the growth and change within the District in which Ms. Smith was an integral part. An informal resolution was presented in her honor.

**OTHER MATTERS**

No other matters were discussed.

**ADDITIONAL DIRECTORS' COMMENTS**

There were no additional comments.

**ADDITIONAL GENERAL MANAGER COMMENTS**

Mr. Chadd reminded the Directors that Water Awareness month is in May and asked for a consensus as to the District holding an Open House again this year. Discussion occurred and the Director's unanimously agreed to hold the Open House.

**CLOSED SESSION**

At 8:27 p.m. President Safranski announced that the Board would meet in Closed Session, pursuant to Government Code Section 54957, to evaluate the performance of the General Manager.

Following the Closed Session, the Board announced that it received information, no action was taken, and that there were no further announcements at this time

**ADJOURNMENT**

At 8:45 p.m. President Safranski adjourned the February 17, 2010 Regular Board Meeting.

Respectfully Submitted,

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

Teresa Teichman  
Assistant Secretary to the Board of  
Directors

